

# CONTRACT REVIEW SHEET

Person Sending: Billy Wasson	Department Name: Courthouse Square
Date Sent: 9/20/99	

The attached: (CIRCLE ONE)  
 Contract ☒ Amendment # 7112 Grant ☐ Lease ☐ Intergov't Agreement ☐

INCOMING FUNDS? YES ☒ NO (CIRCLE ONE)

Contractors Name:	Arbuckle Costic Architects		
Date From: 5/1/98		Date To: 10/30/00	Approved at Board Session Date: <u>10-6-99</u> <i>[Signature]</i> Chairman
Amount of Contract or Amendment:		\$1,991	
If an Amendment, New Contract Total = \$n/a			
Certificates of Insurance Attached:	Liability (circle one) Yes No	Workers Comp (circle one) Yes No	If no insurance attached, why not? On file

Process taken to select contractor:  
 Verbal quote: \_\_\_\_\_ Written quote: \_\_\_\_\_ RFP: \_\_\_\_\_ Competitive Bid: \_\_\_\_\_ Renewal: \_\_\_\_\_  
 (Attach copy for reference)  
 Description of Contract Services:

Provide additional services for documentation and review of design and implementation of daylight harvesting controls for Courthouse Square project per PGE reports.

For Support Services Use	
Date Contract Received: <u>9/20/99</u>	Date Scheduled on BOC Agenda: <u>Planning 9/30/99</u>
Authorization for Health Administration to sign on behalf of BOC:  yes <input checked="" type="checkbox"/> no <input type="checkbox"/>	Additional Comments: _____ _____ _____
Staff Review Signatures:	
<u>Peggy Mitchell</u> Contracts Coordinator	<u>9/27/99</u> date
<u>Joe Ellen Stone</u> Legal Counsel	<u>28 September 1999</u> date
Risk Manager	date

Date: \_\_\_\_\_  
 turned to Department/\_\_\_\_\_ for \_\_\_\_\_ signatures.

**RECEIVED**  
 OCT 6 1999  
 MARION COUNTY SUPPORT  
 SERVICES DEPARTMENT

## CONTRACT REVIEW SHEET

Person Sending: Billy Wasson	Department Name: Courthouse Square
Date Sent: 9/20/99	

**The attached:** (CIRCLE ONE)  
 Contract      Amendment # 412      Grant      Lease      Intergov't Agreement

INCOMING FUNDS? YES NO (CIRCLE ONE)

<b>Contractors Name:</b>	Arbuckle Costic Architects		
Date From: 5/1/98	Date To: 10/30/00		
Amount of Contract or Amendment: \$1,991			
If an Amendment, New Contract Total = \$n/a			
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Authorization for Health Administration to sign on behalf of BOC:  yes <u>no</u>	Additional Comments: <u>Tues.</u>		
Staff Review Signatures:			
<u>Peggy Mitchell</u> Contracts Coordinator	<u>9/27/99</u> date	_____ Legal Counsel	_____ date
_____ Risk Manager	_____ date		

Date: \_\_\_\_\_  
 turned to Department/\_\_\_\_\_ for \_\_\_\_\_ signatures.



**BOARD OF COMMISSIONERS**  
**Agenda Review**

*New  
originals  
coming*

**TO:** Angie Phipps, Board of Commissioners O

**FROM:** Randy Curtis, Facility Manager

**RE:** Consider approval of amendments #<sup>11</sup>7 for \$1,991 and amendment #<sup>12</sup>8 for \$4,345 to contract with Arbuckle Costic Architects to provide additional services for Courthouse Square.

Submitted to BOC on : September 28, 1999

BOC Agenda Date : October 5, 1999

☒ Tuesday ☐ Wednesday ☐ Future


Department Contact Person: Randy Curtis / Billy Wasson

Phone: 7916

**ISSUE:** Board approval is required to obtain documentation, construction review and implementation of the Earth Smart daylight harvesting controls and a cable tray system used to suspend data and communication cables in the ceilings.

**BACKGROUND:** The daylight harvesting system was previously approved by the Board in the Earth Smart agreement. The cable tray system has been requested by the facility manager in order to permit the orderly installation, maintenance and expansion of data and communication cables.

**FISCAL IMPACT:** The fiscal impact for amendments #7 and #8 is \$1,991 and \$4,345 respectively.

<b>OTHER COUNTY DEPARTMENTS/EXTERNAL ENTITY IMPACTS:</b> None
<b>OPTIONS FOR CONSIDERATION:</b>  Disapprove the amendments and ask staff to renegotiate the costs. Failure to approve #7 may jeopardize the Earth Smart agreement with PGE.
<b>RECOMMENDATION:</b>  Approve amendments to Architects contract for additional services.
<b>DEPARTMENT HEAD SIGNATURE:</b> <div style="float: right; text-align: center;">  </div>  <hr style="width: 30%; margin-left: 0;"/>

**List Attachments:**

Contract review sheets  
Signed agreements (2)

*BOC Office Use Only*

<input type="checkbox"/> Further Action Required; Note Specifics Below :	
<input type="checkbox"/> No Further Action Required, Move to Board Session on _____	
<input type="checkbox"/> Regular <input type="checkbox"/> Consent	
Reviewed by Executive Staff	_____ Date _____ Initials

August 26, 1999

Billy Wasson  
Marion County Courthouse  
100 High Street NE  
Salem, Oregon 97301

RE: Design and Implementation of Daylight Harvesting Controls  
Courthouse Square  
Project No. 9828

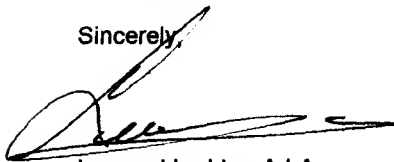
Dear Billy:

We are pleased to offer the services of our mechanical and electrical consultant, Interface Engineering, to provide documentation and construction review of the design and implementation of daylight harvesting controls in response to the report prepared by PGE. for Courthouse Square. Our fees for these services will be as follows:

Daylight Harvesting, Interface Engineering	\$1,560
Architect Coordination, Meeting and Proposal Request Documentation	<u>250</u>
Subtotal	\$1,810
Overhead and Profit at 10%	<u>181</u>
Total Architects/Engineers Fee	\$1,991

Reimbursables (printing, faxing, etc.) are not included in the above fee and will be billed in addition to this fee. We look forward to being of assistance to you in this matter and will send a separate proposal for the development of a CCTV based system.

Sincerely,



Leonard Lodder, A.I.A.  
Architect

LL:lb

cc: John Whittington, Salem Area Mass Transit  
Craig Lewis, Melvin Mark Development Company


9828.1A

TO: Arbuckle Costic Architects, Inc.

We have read the above letter and agree to the terms stated herein. Arbuckle Costic Architects will submit monthly invoices for work completed. Payments are due and payable within twenty (20) days from the date of invoice. Amounts unpaid after thirty (30) days shall bear interest at the legal rate prevailing from time to time at the principal place of business of Arbuckle Costic Architects.

  
Billy Wasson, Marion County

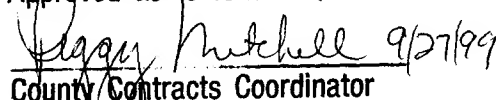
9/2/99  
Date

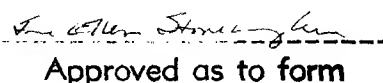
  
John Whittington, Salem Area Mass Transit

9/2/99  
Date

Approved as to form

Marion County Legal Counsel

  
County Contracts Coordinator

  
Approved as to form

AMENDMENT # 12  
TO  
CONTRACT FOR SERVICES FOR  
ARBUCKLE COSTIC ARCHITECTS, INC.

The contract for Services between Marion County and Arbuckle Costic Architects dated May 1, 1999, is amended as follows:

Additional Services to provide documentation and construction review of the design and implementation of daylight harvesting controls in response to the report prepared by PGE for Courthouse Square, for a total fixed fee of \$1,991.00.

See attached letter for more details.

All other provisions of the original agreement remain unchanged and in effect.

Signed this 28<sup>th</sup> day of SEPT. 1999

Arbuckle Costic Architects, Inc.

  
Signature:

PRESIDENT

Title:

9/28/99  
Date:

Tax ID # 93-1228023

Approved as to Form:

  
Contracts Coordinator

9/30/99  
Date:

Marion County

  
Billy Wasson

Salem Area Transit District

  
John Whittington

  
Legal Counsel

5 October 1999  
Date:

August 26, 1999

Billy Wasson  
Marion County Courthouse  
100 High Street NE  
Salem, Oregon 97301

RE: Design and Implementation of Daylight Harvesting Controls  
Courthouse Square  
Project No. 9828

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Billy Wasson, Marion County

Date

9/2/99

  
John Whittington, Salem Area Mass Transit

Date

9/16/99



Kim Arbuckle, AIA  
Alan E. Costic, AIA  
Walter E. Bensman, Jr., AIA  
Clayton Vorse, AIA  
Mark M. Foster, AIA  
Leonard Lodder, AIA  
Richard S. Rothweiler, AIA

**ARBUCKLE COSTIC ARCHITECTS, INC.**

363 State Street  
Salem, OR 97301-3533  
503/581-4114 Fax: 503/581-3655  
E-Mail: acarch@open.org